



**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

**Aviation Rulemaking Committee Charter**

Effective Date: June 17, 2011

Extended Date: June 11, 2014

**SUBJECT: Unmanned Aircraft Systems Aviation Rulemaking Committee**

1. **PURPOSE.** This charter extends the Unmanned Aircraft Systems (UAS) Aviation Rulemaking Committee (ARC), originally issued on June 17, 2011, according to the Administrator's authority under Title 49 of the United States Code (49 U.S.C.) 106(p)(5).
2. **BACKGROUND.** The FAA has committed to integrating unmanned aircraft systems (UAS) operations as part of the implementation of the Next Generation Air Transportation System (NextGen). Given this commitment, significant issues exist with industry dynamics; new technologies; new aircraft types/capabilities and configurations as well as current operations; airspace use; airports; infrastructure; economics; and the environment. These complex issues mandate a comprehensive review of existing regulatory criteria and guidance materials. Where existing criteria and guidance are inadequate or nonexistent, there will be a requirement to develop and implement new regulatory criteria and the guidance material needed by all stakeholders. Issues under review include:
  - a. Expeditious development of UAS criteria and standards (as required).
  - b. Implementation of non-rulemaking UAS National Airspace System (NAS) access and procedure improvements.
  - c. Facilitating the maximum or ideal use of modern technologies including communication, navigation, and surveillance capabilities in use by today's manned aircraft.
  - d. Integrating UAS into the NAS while supporting the reduction of risks identified by the Commercial Aviation Safety Team.
  - e. Evolving technologies and potential equipment upgrades to provide increased operational and safety benefits that may not be realized unless a practical means is established to prioritize, direct, and facilitate new criteria and implementation.
  - f. In concert with the International Civil Aviation Organization (ICAO) UAS Study Group and other international organizations, harmonize certification, operations, procedures, and standards to support and facilitate the global aspects of aviation operations and unmanned aircraft production.
3. **OBJECTIVES AND TASKS OF THE ARC.** This committee will continue to provide a forum for the U.S. aviation community to discuss, prioritize, and resolve issues, provide direction for U.S. UAS operational criteria, support the NextGen Implementation Plan, and produce U.S. consensus positions for global harmonization. The general objectives and scope are to:

- a. Develop the means to continue integration of UAS with manned NAS operations that address safety, capacity, and efficiency objectives consistent with global aviation.
- b. Develop and recommend to the FAA draft advisory circular language and a strategy, process, and schedule for the integration of UAS into the NAS.
- c. Develop and recommend to the FAA updated guidance material, notices, handbooks, and other relevant materials for UAS operations.
- d. Make recommendations, including rulemaking and additional tasking, to the Administrator through the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer.

**Recommendation Report.** In accordance with the original charter, the ARC will continue to provide recommendations, as appropriate, for each tasking.

#### **4. ARC PROCEDURES.**

- a. The committee provides advice and recommendations to the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer. The committee acts solely in an advisory capacity.
- b. The committee will discuss and present information, guidance, and recommendations that the committee considers relevant to disposition issues. Discussion will include, but is not limited to, the following:
  - (1) Operational objectives, recommendations, and requirements.
  - (2) Airworthiness criteria and means of compliance to meet the operational objectives.
  - (3) Recommendations for rulemaking necessary to meet objectives.
  - (4) Guidance material and the implementation processes.
  - (5) Global harmonization issues and recommendations.
  - (6) Documentation and technical information to support recommendations.
  - (7) The formation and committee oversight of specialized work groups to research, document, and make recommendations on specific, assigned topics.
- c. The committee's task will focus on the applicability, operational approval standards, operating procedures, complete aircraft system capability, and guidance material required for UAS operations. Attention will be given to position, navigation and timing, control link/data communication and operations, surveillance issues, and air traffic management. The committee will develop a work plan for each task or issue and an implementation plan

for each recommendation, considering related activities being undertaken by other committees. The committee will recommend timelines based on the complexity and priority of its recommendations. Recommendations should take the form of documented issue resolutions, recommended policy decisions, draft guidance material, or proposed rulemaking, as needed. The committee will develop and propose specific implementation planning and processes to ensure that recommendations meet these objectives. The committee will provide reports with written recommendations to the Administrator through the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer, as appropriate.

- a. **Status Reports.** The ARC will provide a status update to the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer every three months.
- b. **Recommendation Report.** The ARC will submit a final report detailing recommendations by April 18, 2016.
  - i. The Industry Co-Chair will send the recommendation report to the Associate Administrator for Aviation Safety, the ATO Chief Operating Officer, and the Director of the Office of Rulemaking.
  - ii. The Associate Administrator for Aviation Safety determines when the recommendation report is released to the public.
- c. The ARC may reconvene following the submission of the final recommendation report for the purposes of providing advice and assistance to the FAA, at the discretion of the Associate Administrator for Aviation Safety, provided the charter is still in effect.

**5. ARC ORGANIZATION, MEMBERSHIP, AND ADMINISTRATION.** In accordance with the original charter, the organization and administration remain unchanged. Members have been selected based on their familiarity with unmanned aircraft analysis and regulatory compliance. Membership is balanced in viewpoints, interests, and knowledge of the committee's objectives and scope.

The June 18, 2010 memorandum "Lobbyists on Agency Boards and Commissions," states that a member must not be a federally registered lobbyist, who is subject to the registration and reporting requirements of the Lobbying Disclosure Act of 1995 (LDA) as amended, 2 U.S.C 1603, 1604, and 1605, at the time of appointment or reappointment to an advisory committee, and has not served in such a role for three consecutive quarters prior to appointment. Therefore, the FAA will not select any person that is a registered lobbyist. (For further information see the Office of Management and Budget final guidance on appointment of lobbyists to federal boards and commissions (76 FR 61756, October 5, 2011).

ARC membership is limited to promote discussion. Active participation and commitment by members will be essential for achieving the ARC objectives and tasks. Attendance is essential for continued membership on the committee. Attendance at ARC meetings is limited to ARC members and FAA representatives. ARC members are not permitted to name alternates or designees to attend a meeting on behalf of a member. However, in the event a member is no longer able to serve on the ARC, his or her organization may select a new representative. When

necessary, the ARC may set up specialized and temporary work groups that include at least one ARC member and invited subject matter experts from industry and government. When appropriate, the co-chairs may invite non-member subject matter experts to an ARC meeting.

The committee consists of approximately 30 members, selected by the FAA, representing aviation associations, industry operators, manufacturers, employee groups or unions, other Government entities, and other aviation industry participants. See Appendix for member organizations.

The ARC sponsor is the Associate Administrator for Aviation Safety and will select an Industry Co-Chair from the membership of the ARC. The FAA participation and support will come from all affected lines-of-business.

- a. The ARC sponsor will:
    - 1) Select and appoints industry and FAA members to the ARC, at the sponsor's sole discretion;
    - 2) Provide administrative support for the ARC, through the Office of Flight Standards Service; and
    - 3) Receive all status reports and the recommendations report.
  - b. The Industry Co-Chair will:
    - 1) Coordinate required committee (and work group, if any) meetings in order to meet the ARC's objectives and timelines;
    - 2) Provide notification to all ARC members of the time and place for each meeting;
    - 3) Ensure meeting agendas are established and provided to the committee members in a timely manner;
    - 4) Keep meeting minutes, if deemed necessary;
    - 5) Perform other responsibilities as required to ensure the ARC's objectives are met;
    - 6) Provide status reports in writing to the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer; and
    - 7) Submit the recommendation report to the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer.
6. **COST AND COMPENSATION.** The estimated cost to the Federal Government for the UAS ARC is \$500,000 annually. All travel costs for government employees are the responsibility of the government employee's organization. Non-Government representatives serve without Government compensation and bear all costs related to their participation on the committee.
  7. **PUBLIC PARTICIPATION.** ARC meetings are not open to the public. Persons or organizations outside the ARC who wish to attend a meeting must get approval in advance of the meeting from either the Industry Co-Chair and the FAA Co-Chair.
  8. **AVAILABILITY OF RECORDS.** Consistent with the Freedom of Information Act, Title 5, U.S.C., section 522, records, reports, agendas, working papers, and other documents that are made available to or prepared for or by the committee will be available for public inspection and copying at the FAA Flight Standards Service, 800 Independence Avenue, SW, Washington, DC

20591. Fees will be charged for information furnished to the public according to the fee schedule published in Title 49 of the Code of Federal Regulations, part 7.

You can find this charter on the FAA Committee Database website at:  
[http://www.faa.gov/regulations\\_policies/rulemaking/committees/documents/](http://www.faa.gov/regulations_policies/rulemaking/committees/documents/).

- 9. DISTRIBUTION.** This charter is distributed to the director level in the Office of the Associate Administrator for Aviation Safety; the Office of the Chief Counsel; the Office of the Associate Administrator for Airports; the Air Traffic Organization; and the Office of the Assistant Administrator for Policy, International Affairs, and Environment.
- 10. EFFECTIVE DATE AND DURATION.** This ARC continues to be in effect upon the issuance of this extension of the charter. The ARC will remain in existence until June 17, 2016, unless this charter is sooner suspended, terminated, or extended by the Administrator.

Issued in Washington, D.C. on June 11, 2014

A handwritten signature in black ink, appearing to read 'Michael P. Huerta', with a large circular flourish at the end.

Michael P. Huerta  
Administrator

**UAS ARC MEMBER ORGANIZATIONS**

- General Atomics
- MITRE
- GE
- New Mexico State University
- Raytheon
- National Business Aviation Association (NBAA)
- Northrop Grumman
- Insitu/Boeing
- Rockwell-Collins
- Honeywell
- PBFA
- DHS CBP
- ALPA
- AOPA
- AUVSI
- NASA
- AeroVironment
- Lockheed Martin